



Sector 41
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UNITED STATES PATENT AND TRADEMARK OFFICE

Applicant : James B. Melesky
Appl. No. : 10/024,478
Filed : 12/21/2001
Title : INSULATION COVER FOR ATTIC CLOSURES

Grp./A.U. : 3634
Examiner :

Docket No.: 13811

Honorable Assistant Commissioner of Patents
Washington, D.C. 20231

Sir:

RESPONSE TO NOTICE TO FILE MISSING PARTS OF
APPLICATION-FILING DATE GRANTED

Submitted herewith is a copy of FORM PTO-1533 dated January 25, 2002 along with the required fees. Also being submitted are substitute drawings which have been amended to correct the margins.

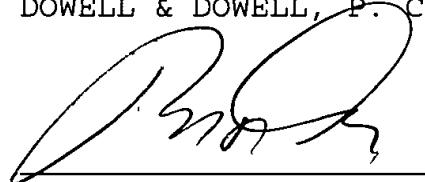
A check in the amount of \$435.00 is also enclosed, which includes the government filing fee of \$370.00 and \$65.00 for the late filing of the fees. Any deficiencies in the fees may be charged to Deposit Account No. 04-1577.

It is now believed that the application should be ready for normal processing. In the event any additional information is required by the Application Branch it would be appreciated if they would contact the undersigned attorney of record at the

telephone number shown below.

Respectfully submitted,

DOWELL & DOWELL, P. C.



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Date: February 6, 2002

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| APPLICATION NUMBER | FILING/RECEIPT DATE | FIRST NAMED APPLICANT | ATTORNEY DOCKET NUMBER |
|--------------------|---------------------|-----------------------|------------------------|
| 10/024,478 | 12/21/2001 | James B. Melesky | 13811 |

CONFIRMATION NO. 4450

000293
DOWELL & DOWELL PC
SUITE 309
1215 JEFFERSON DAVIS HIGHWAY
ARLINGTON, VA 22202

FORMALITIES LETTER



OC000000007368337

Date Mailed: 01/25/2002

NOTICE TO FILE MISSING PARTS OF NONPROVISIONAL APPLICATION

FILED UNDER 37 CFR 1.53(b)

Filing Date Granted

An application number and filing date have been accorded to this application. The item(s) indicated below, however, are missing. Applicant is given **TWO MONTHS** from the date of this Notice within which to file all required items and pay any fees required below to avoid abandonment. Extensions of time may be obtained by filing a petition accompanied by the extension fee under the provisions of 37 CFR 1.136(a).

- The statutory basic filing fee is missing.
Applicant must submit \$ 370 to complete the basic filing fee for a small entity.
- To avoid abandonment, a late filing fee or oath or declaration surcharge as set forth in 37 CFR 1.16(l) of \$65 for a small entity in compliance with 37 CFR 1.27, must be submitted with the missing items identified in this letter.
- **The balance due by applicant is \$ 435.**

The application is informal since it does not comply with the regulations for the reason(s) indicated below.

The required item(s) identified below must be timely submitted to avoid abandonment:

- Substitute drawings in compliance with 37 CFR 1.84 because:
 - drawing sheets do not have the appropriate margin(s) (see 37 CFR 1.84(g)). Each sheet must include a top margin of at least 2.5 cm. (1 inch), a left side margin of at least 2.5 cm. (1 inch), a right side margin of at least 1.5 cm. (5/8 inch), and a bottom margin of at least 1.0 cm. (3/8 inch);

*A copy of this notice **MUST** be returned with the reply.*

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K. Lee

Customer Service Center

Initial Patent Examination Division (703) 308-1202

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